



CJIS Board Meeting

Wednesday, January 19, 2011, 1:00 PM – 3:00 PM

BCI – Bismarck, ND

Attendees: Russ Buchholz, Dallas Carlson, Lisa Feldner, Bob Gordon, Sally Holewa, Sara Keney, Mike Lynk, Chuck Placek, Lyle Ripplinger, Pam Schafer, Tamara Schatz, Cher Thomas, Amy Vorachek

1. Approve Meeting Agenda/Minutes

Lisa asks for a motion to approve the agenda and minutes.

- Add DNA Notification to the agenda
- Under current projects for DOT the towers should read “Wales” not “Wells”.
- On #6D, strike Greg Wilz name off the minutes.

Mike Lynk makes a motion to approve the minutes/Agenda, Russ Buchholz seconds the motion. No one opposes.

2. CJIS Portal Survey Results

- a. The completed survey was handed out.
- b. There are 1,625 active users, 426 responses, 91% satisfied.
- c. Agencies reported that they used the portal for driver's licenses, motor vehicle records, criminal history, registered offenders, CWIS, protection orders, concealed weapons and a few other things and this matches existing reports, perception equals reality.
- d. 74.3% of users view the Portal as extremely important to them.
- e. Capable of distinguishing by user type. CJIS will create additional reports that will be categorized by type to see if there is a trend to further review by type to see if there is a trend.
- f. CJIS is creating a user group to break down comments and suggestions for further improvement areas.
- g. There was a request to have access to user contact information. Committee agrees that user information and agency information should be accessible. It would be up to each user if they would like their information accessible and they will be able to manage it through the system. If they are not sharing the information, the requestor will still receive an agency contact. Would like to be able to search by name and by agency. By default we would add as “not shared”.

3. State Radio RMS Update

- a. State Radio surveyed Law Enforcement through Survey Monkey for their needs in an RMS; 18 responded. The agency hired two regional coordinators; Bill Brown and Dwight Stewart will gather information and input the information into Survey Monkey. This is projected to be finished by mid-March. The MOUs are due April 1st. They will evaluate and see what direction to go.

- b. Walsh County purchased Zuercher Technology's RMS product. They have asked that LERMS information be transferred to the new system. CJIS is working on this request with ITD Development.
- c. We cannot prohibit agencies from using other RMS systems, but need to ask them to share information from their systems with the Portal.
- d. The general consensus was if we could provide a product at a reasonable cost we would like to get the little and medium agencies. It was suggested agencies seeking another vendor add into their RFP's the cost for interfacing with the Portal. The main concern was to make everyone aware of what they need to interface.
- e. The committee had general discussion on the LERMS
 - We need to be aware when agencies leave LERMS it will also affect SAVIN.
 - Can we request that the agency's RMS interface with the Portal?
 - If LERMS was not available, many agencies would not use anything.
 - Mike suggested that NDEX is free and State Radio would host. If there are no road blocks, we could go live in 1 year to 18 months (next biennium) with a new RMS system. Another option is to interface to Game and Fish's RMS system (Cody).
- f. The survey will be completed in March and we will have a better idea where to go at that time. If we have the survey information, CJIS could request funding through the legislature to request funding for an RMS as CJIS has not requested significant funds recently.
- g. Create a list of potential agencies that require an interface with the CJIS Portal, Pam will have data gathered to put together a cost of interfaces and bring to the next board meeting. This will help determine the anticipated costs of interfacing from RMS systems statewide.

4. Dickinson Stark County Interface

- a. Pam asks the committee if we should we move ahead with the Dickinson/Stark County Interface and pay associated annual maintenance fees. The initial implementation fees of \$12000 were already approved by the board.
- b. Chuck Placek made a motion to defer this to the next meeting and address this with the entire committee. Mike Lynk seconds the motion. No one opposed.

5. Legislative Update

- a. ITD budget was presented last Thursday.
- b. HB1045 is regarding updates to the 911 standards.

6. CJIS Temporary Position

- a. Looking for a full time/temporary position to help with CJIS. Salary is available this biennium and next biennium it will come out of maintenance funds.
- b. In the next biennium this person would be available to help with the RMS project.
- c. Mike Lynk made a motion to advertise for the position requiring an associate degree, part-time with potential to go fulltime. Sally Holewa seconds the motion. Roll call due to expenditures of funds. No one opposed.

7. CJIS Program Status

- a. Pam reported on the CJIS Program Status:
<http://www.nd.gov/cjis/status/docs/2010/2010-12.pdf>

- b. Two proposed SAVIN enhancements were discussed. The first proposal was in regards to SMS/text messaging for the VINE Protection Order (VPO) module. Amy reported that the protective order module is on a different platform and texting was something Appriss did not initially provide for this module. Amy requested the committee's approval to move forward with pursuing a federal grant to fund integration efforts for this service. Integration costs would be \$50,000; this would be a one-time cost, no annual fees, and no additional costs. The grant would require an in-kind match which Amy stated would not be an issue. CJIS would not be able to fund this project without the grant. Sally makes a motion to move forward for applying for the 2011 federal enhancement grant. Russ Buchholz seconds the motion. No one opposed.

The second proposal was for the Victim Data Pull. Jail management systems would be entering the victim data and SAVIN would pull this data and send out the status notification. This process would automatically register victims for notifications. The cost would be \$20,000 for two pilot counties. Funds could be taken out of current 2007 SAVIN grant funds. If the pilot sites show favorable response it would be \$5,000 per agency after that. Not every jail will need this system it is anticipated that approximately 12 would. It should take about 6 months for the pilot. Victims have the right to opt-out by calling the call center and indicating their wishes. It was suggested to look into a texting method to opt-out. Sally makes a motion to move forward with using current grant funds for two pilot sites for the Victim Data Pull. Chuck Placek seconds the motion. No one opposed.

Will be getting a Facebook page for SAVIN and possibly a Twitter. Social media training is something that would be beneficial.

- c. Statistics
<http://www.nd.gov/cjis/portal/docs/2010/10Q4.pdf>
- d. Marketing Plan
- Went over revised Marketing Plan.
 - On page 20, it should not say Northwood PD.
 - On page 27, in the legend, "jails" is not possessive.

8. Current Projects

- a. Courts
- Go live is April 2011
 - A future project is planned with the Court's case management software, Odyssey, with CJIS and an interface between STARS (JustWare) and Odyssey.
- b. Attorney General
- There is a House bill that is related to mental health records required check for gun purchases that could potentially have an impact on background checks.
- c. DOCR
- Discussion involving DNA and collection from officers that may have contact with individuals that an agency needs DNA from.

- The notification to the inquiring officer should indicate that DNA is needed and is being requested by XX law enforcement agency. Then an email notification should be sent to the requesting Law Enforcement agency that XX officer inquired on the offender that DNA is needed.
- Chuck Placek makes a motion to modify CJIS to allow for DNA notification as described in prior bullet. Mike Lynk seconds the motion. No one opposed.

9. **Next Meeting** March 10, 2011, DOT Basement Room 10B @ 1:30PM

10. **Adjourn** – Lisa Feldner adjourned the meeting at 3:50pm.